

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROP. FY
QSS Group, Inc.	NAS5- 99124 TASK NO. 410 AMENDMENT	740-344-19-33-89	FY00

TASK TITLE: (NTE 80 characters; include Project name)

Code S&Y ISS RPO Electrical System Services

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)

Betsy Park

DATE

ORG
CODE

MAIL
CODE

PHONE

800.G

800.G

301 286-7062

BRANCH HEAD

David Shrewsberry

DATE

CODE

PHONE

800.G

301 286-8813

CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

Robert S. Lebar, Jr.

DATE

CODE

PHONE

560

301-286-6588

FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE

CONTRACTING OFFICER'S QUALITY REP.

DESIGNATED FAM:

IF YES, NEED CODE 363 CONCURRENCE NEXT BLOCK

[x] NO [] YES

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)

C.O. Requested Quote on:

Date: NOV 1 2000

Contractor will develop specification or statement of work under this task for a future procurement. [x] NO [] YES

Flight hardware will be shipped to GSFC for testing prior to final delivery. [x] NO [] YES [] N/A

Government Furnished Property/Facilities: [x] NO [] YES - SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)

Onsite Performance: [x] NO [] YES If yes: [] TOTAL [] PARTIAL If partial, indicate onsite work in SOW by asterisk (*)

Surveillance Plan Attached: [x] NO [] YES

Highlighted Contract Clauses: (to be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 11/1/00.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	<u>x</u> No. 1	No. 2	No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 24,226

The target fee of this task order is \$ 1,555

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 25,781

The maximum fee is \$ 2,273

The minimum fee is \$0.

AUTHORIZED SIGNATURE

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

Theresa J. Becker

SIGNATURE OF CONTRACTING OFFICER

11/30/00

DATE

Theresa J. Becker

TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE

AUTHORIZED SIGNATURE

DATE

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QSS Group, Inc.	NAS6- 99124	410	

Applicable paragraphs from contract Statement of Work:

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

The contractor shall provide ISS electrical services to the GSFC Code S&Y RPO for the review, assessments, and recommendations regarding ISS payload interfaces including:

1. Provide inputs/recommendations regarding ISS payload interface architecture, requirements and specifications based on ISS documentation.
2. Deliver monthly technical reports documenting technical assessment and recommendation status and issues/actions and attend weekly program meetings.
3. Provide discipline expertise to OSS/OES science communities.
4. Review/assess ISS documentation change notices.

Travel to ISS Program meetings (Houston) and Payload Developer sites (assume Los Angeles) may be required for approximately 3 meeting days every 6 months.

PERFORMANCE SPECIFICATIONS:

Reports and Documents: Technical performance will be based upon accuracy, thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity. Reports shall be delivered to the ATR either as a hard copy or via email and in MS Word, Powerpoint, or Excel format.

Technical Progress Report: Acceptable performance is that the ATR is satisfied that she/he is being kept informed of the status of work performed and of issues requiring her/his attention.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

APPLICABLE DOCUMENTS:

None.

TASK END DATE: 9/30/01

MILESTONES/DELIVERABLES AND DATES:

1. Document change notice assessments/recommendations: due within 5 days of receipt
2. Technical Progress Reports: due monthly, the 15th of the month

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the deliverables/milestones

Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Betsy Park, building 5, room C248